# ISMRM EXHIBITOR PROSPECTUS JOIN US IN SINGAPORE!

ISMRM 24<sup>TH</sup> ANNUAL MEETING & EXHIBITION • 07–13 MAY 2016

Reach thousands of your KEY BUYERS from over 6000 global attendees



Meeting & Exhibition

www.ismrm.org



Page 2

## Exhibitors ... Plan for Success in Singapore!

Get set for the new and exciting offerings of the ISMRM 24<sup>th</sup> Annual Meeting & Exhibition in Singapore! We expect over 6000 international MR professionals—*your prospective clients*!—in the multi-award winning Suntec Singapore Convention & Exhibition Centre. Our 2016 floor is designed to entice those attendees and drive business! (Choose your booth on page 26.)

Your target audience awaits!

- Maximize your exposure!
- Generate new sales prospects!
- Demonstrate your leadership in the MR industry!

Choose from our full range of marketing opportunities to boost your brand's position in the lead. (Great ideas are on pages 12-14).

We are at your service. Use this Prospectus to plan for success in Singapore. Call +1 510 841 1899 or email info@ismrm.org. Ready to start? The contract is on page 16–17. Here's to surpassing your business goals in Singapore!

Roberta A. Kravitz ISMRM Executive Director
Anne-Marie Kahrovic ISMRM Director of Meetings
Melisa Martinez ISMRM Meetings Coordinator

## THE ISMRM DEDICATED STAFF

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### OUR STAFF WILL PROVIDE YOU WITH A SEAMLESS & COMFORTABLE EXHIBIT EXPERIENCE IN SINGAPORE

Roberta A. Kravitz, Executive Director Kerry Crockett, Associate Executive Director Barbara Elliott, SMRT Coordinator Anne-Marie Kahrovic, Director of Meetings Melisa Martinez, Meetings Coordinator Candace Spradley, Director of Education Linda O-Brown, Education Coordinator Melissa Simcox, Education Coordinator Mary Day, Office Manager Julia White, Office Coordinator Mariam Barzin, Director of Finance Kristina King, Accounting Coordinator & Registrar Sally Moran, Director of IT & Web John Celio, IT & Web Coordinator Stephanie M. Haaf, Director of Membership & Study Groups Liz Tharpe, Membership & Study Group Coordinator Mary Keydash, Director of Marketing

The International Society for Magnetic Resonance in Medicine is an international, interdisciplinary professional society united by a common interest in the science, technology and application of magnetic resonance in medicine and related fields. The ISMRM is comprised of over 9000 professionals—clinicians, physicists, engineers, biochemists and technologists from over 60 countries—all connected by mutual interests. The ISMRM Annual Meeting & Exhibition provides exceptional education opportunities as well as an outstanding forum for presentation of the latest research to the MR Community. These are your prospective clients and they are coming to Singapore!

"Over the past 16 years, the ISMRM Technical Exhibit has played an important role in the success of our company. This exhibition is a vital tool to meet with both existing and potential customers in order to better understand their needs. The meeting also provides an excellent opportunity for us to showcase our latest developments in MRI coil technology. As always, the ISMRM staff is dedicated to ensuring that we have a great exhibit." -Nova Medical, Inc.



For assistance, please call +1 510 841 1899 or email info@ismrm.org

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#### **Exhibitor** Testimonial

As a startup biomedical device company, we are very cautious about how we spend our marketing dollars. However we will never miss another ISMRM! Our target market is MRI researchers. The ISMRM is the largest scientific conference dedicated to MRI researchers. Additionally the ISMRM staff are very helpful and made us feel like a valued part of the meeting. They are always very professional and accommodating. -SynchroPET



## BENEFITS, BENEFITS, BENEFITS!

Exceptional Exhibitor Benefits

## Real-Time Exposure to Decision Makers

Unlimited networking opportunities with a growing international assembly of the world's largest community of MR scientists, clinicians and technologists—an engaged, receptive and qualified audience providing you with immediate and future suspects, prospects, leads and confirmed business.

### Professional Event-Support Staff

A creative and dedicated ISMRM staff committed to providing you with a remarkable and full-service corporate exhibit experience.

## Strategic Integrated Marketing Opportunities

The ISMRM offers integrated marketing programs designed to meet your goals and differentiate you from your competition. Whether you choose custom advertising packages, on-site literature displays, online marketing, participation in corporate membership programs or digital advertising—whatever your choices, they are all designed to assist you in making the most of your exhibition experience!

## **Destination & Quality Venues**

The ISMRM selects the best destinations and venues worldwide, continuing to meet the professional needs of our global community.

## Limited Exhibitors = Maximum Exposure

You have the benefit of capitalizing on an amazing opportunity. You are one of approximately 70 exhibitors, with an audience of 6000<sup>+</sup>. We are not to be confused with other massive exhibitions. We are exhibitor focused.

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## **Exhibitor Value**

We continue to add to the value of your exhibition experience! To assist you financially, we will continue to provide complimentary lead retrieval. As usual you will receive preferential exhibitor service kit rates if purchased by the early bird date. By selecting your exhibition space in advance, you will expedite your company's website exposure. We will also be continuing our exciting attendance building exhibition contest guaranteeing increased booth traffic. *Again, you will have the option to purchase your exhibition space at an early bird rate.* 

## **Pre-Show Marketing**

The ISMRM will provide you with a preregistration list of all attendees and allow for a one time contact, four weeks prior to our Annual Meeting & Exhibition.

## Your Opinion

Your opinion counts. We invite company representatives to our annual Exhibitors' breakfast meeting to express their opinions, suggestions and concerns. We are listening.

SEE MORE EXCEPTIONAL BENEFITS ON NEXT PAGE

## ISMRM IS EXHIBITOR FOCUSED!



## Pre/Post-Show Advertising

Your company name and link to your corporate website is listed on the ISMRM exhibitor page from the day you sign your contract with us until six months after the show. Last year our meeting website recorded in excess of ten thousand hits three months prior to our meeting.

## Yearly Updated Industry Demographics

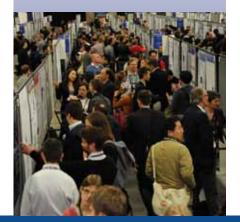
Updated and expanded industry demographics to assist you in making solid business decisions in this vital and challenging economy.

## **Complimentary Registrations**

Our exhibitors receive one complimentary sevenday meeting voucher and five exhibitor guest vouchers for each nine square meters of rented space.

### Exposure! Exposure! Exposure!

We are happy to give you the exposure you deserve. In past years we have improved our exhibition floor to include not only exhibitors but our traditional and electronic posters as well. We continue to hold our opening reception in the exhibit hall while providing food and beverage concessions throughout the exhibition during open hours daily. Our Technical Exhibition, Traditional Posters and Electronic Multimedia posters, coupled with our attendance building exhibition game, are designed to create traffic and keep you busy! "Avotec has been an exhibitor at ISMRM since the society was formed 20 years ago. As a manufacturer of MR accessories, exhibiting with ISMRM provides Avotec with a critical venue for presenting products, connecting with customers, and establishing OEM relationships. And the international venue ensures that we stay in touch with our global customers. ISMRM is definitely exhibitor friendly. They consider the technical exhibits to be a critical part of the conference, and they constantly strive to create an exhibit format that will be most effective for the exhibitors. Exhibiting with ISMRM is a given for Avotec. If MR is your business, we would recommend you do the same. "- Avotec, Inc.



For assistance, please call +1 510 841 1899 or email info@ismrm.org

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Exhibitor Testimonial

## GLOBAL ATTENDANCE 2015

## ISMRM 23<sup>RD</sup> ANNUAL MEETING TORONTO, ON, CANADA

## Your company will benefit from global exposure!

Australia	95
Austria	39
Bangladesh	1
Belgium	35
Brazil	9
Canada	699
Chile	11
China	324
Czech Republic	8
Denmark	38
Finland	24
France	112
Germany	443
Hungary	2
Iceland	2
India	29
Iran	3
Ireland	2
Israel	30
Italy	53
Japan	212
Mexico	5
New Zealand	12

Norway26
Peru 1
Poland 4
Portugal9
Qatar 2
Russia 3
South Africa 5
South Korea 135
Saudi Arabia 1
Singapore
Slovakia 2
Spain 20
Sweden 59
Switzerland 157
Taiwan 51
Thailand5
The Netherlands 203
Turkey 17
UAE 1
Ukraine 1
UK 375
USA 2319
Yemen 1

#### **Exhibitor** Testimonial

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"The ISMRM Technical Exhibition has always been very instrumental in meeting our existing and potential customers. We have always enjoyed the opportunity to listen and learn from visitors about their clinical needs, research goals and achievements. From these enlightening discussions our future products, solutions and services evolve in a close collaboration with our clientele. The ISMRM office has always ensured outstanding services and conditions for this groundbreaking event." – MRI.TOOLS GmbH



ISMRM MEETING DEMOGRAPHICS & ATTENDANCE HISTORY

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## MARKET YOUR COMPANY AT THE LARGEST MEETING DEDICATED TO MR

### Four Year ISMRM Meeting Attendance Pattern



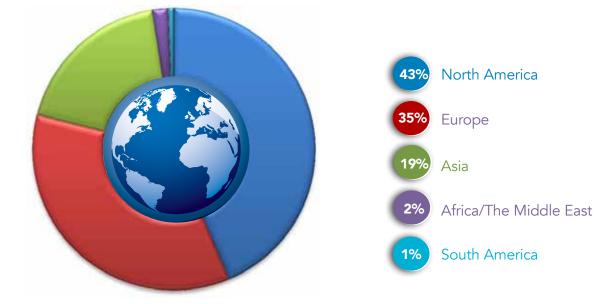
#### Ten Year ISMRM Meeting Attendance Breakdown

	2006 Seattle, Washington, USA	2007 Berlin, Germany	2008 Toronto, Ontario, Canada	<b>2009</b> Honolulu, Hawai'i, USA	2010 Stockholm, Sweden	<b>2011</b> Montréal, Québec, Canada	2012 Melbourne, Victoria, Australia	2013 Salt Lake City, Utah, USA	2014 <sup>Milan,</sup> Italy	2015 Toronto, Ontario, Canada
Professional Attendees	4872	5350	5324	4958	5901	5770	4646	5100	6078	5621
Exhibitor Personnel	906	1043	1132	630	863	976	840	726	992	1094
Guests to the Exhibition	27	7	0	1	1	0	0	0	0	21
# of Exhibiting Companies	71	71	86	56	63	66	60	69	71	86

## 2015 REGISTRATION DEMOGRAPHICS

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## Meet Attendees from our Global Sphere



### 2015 MEETING STATISTICS

#### REGISTRATION

Member	1922
Nonmember	445
Speakers	406
Student Member	1312
Student Nonmember	256
Stipends	1033
Waived Exhibitor Registrations	247
Total Exhibitor Personnel	1094
Total # of People in Toronto	6715

#### **PROGRAM STATISTICS**

#### ATTENDEE BREAKDOWN

14%	Abstracts Submitted	6033
5%	Oral Presentations	875
42%	Power Pitches	166
3%	Traditional Posters	1810
37%	Electronic Posters	1879
L]	Student Stipends Awarded	1033

M.D.	14%
M.D./PH.D.	5%
PH.D.	42%
R.T.	3%
Other degree or None designated	37%

THERE ARE NO BORDERS ON OUR INTERNATIONAL EXHIBIT FLOOR!

## ISMRM 23<sup>RD</sup> ANNUAL MEETING & EXHIBITION EXHIBITORS JOIN YOUR 2015 AT THE

JOIN YOUR COLLEAGUES AND COMPETITORS AT THE WORLD'S LARGEST MEETING DEDICATED TO MAGNETIC RESONANCE

ODU - USA



**GMW** Associates

Alltech Medical Systems America Altair Engineering, Inc. Animal Imaging Research Aspect Imaging Avotec, Inc. **Bayer HealthCare BIOPAC Systems**, Inc. **Bracco Diagnostics** Brain Products GmbH Bruker Cambridge Research Systems, Ltd. **Cedrus Corporation** Circle Cardiovascular Imaging **Communication Power Corporation** Compumedics, Ltd. Cortech Solutions, Inc. CorTechs Labs, Inc. CST – Computer Simulation Technology Cubresa Doty Scientific, Inc. Electrical Geodesics, Inc. Elsevier Emmotrac—Max Planck Institute for **Cognitive and Brain Sciences Ergospect GmbH ESMRMB** Exprodo Software Ltd. Extend MR LLC FUS Instruments Inc.

**GE** Healthcare

Guerbet LLC Heart Imaging Technologies Heart Vista, Inc. **High Precision Devices** Hitachi Medical Systems America, Inc. Innovere Medical, Inc. International Electric Company Invivo KinetiCor, Inc. **KOPP** Development Inc. LMT Medical Systems GmbH Medis Medical Imaging Systems, Inc. Mediso Medical Imaging Metrasens Ltd. Mint Labs Modus Medical Devices, Inc. MR Instruments, Inc. **MR Solutions LTD** MR:comp/MRI-Tec MRC Systems GmbH **MRI.TOOLS GmbH** NeoCoil Neoptix Canada LP Neuro Device Group Ltd. NORAS MRI Products NordicNeuroLab Nova Medical, Inc. NUKEM Isotopes GmbH

Olea Medical The Phantom Laboratory **Philips Healthcare** Polarean, Inc. **PulseTeq Limited** Pure Devices GmbH **RAPID Biomedical GmbH** Remcom Resonance Technology, Inc. RS<sup>2</sup>D SA Instruments, Inc. ScanMed LLC Shelley Medical Imaging Technologies Siemens Healthcare GmbH Singapore Exhibition & Convention Bureau Skope Magnetic Resonance Technologies LLC Sunnybrook Research Institute **SynchroPET** Tesla Engineering Ltd. **Toshiba America Medical** Systems, Inc. True Phantom Solutions, Inc. VPixx Technologies, Inc. John Wiley & Sons, Inc. World Molecular Imaging Society ZMT Zurich MedTech AG

EXHIBIT ALONGSIDE THE BEST COMPANIES IN THE MR INDUSTRY!

For assistance, please call +1 510 841 1899 or email info@ismrm.org

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ISMRM CORPORATE MEMBERS 2015

RISE ABOVE THE CROWD & BECOME A CORPORATE MEMBER! PARTNER WITH ISMRM TO BOOST YOUR EXPOSURE & BENEFITS

**ISMRM** Corporate Members 2015

**Gold Corporate Members:** 

**GE** Healthcare

**Philips Healthcare** 

Siemens Healthcare GmbH

### **Bronze Corporate Members:**

Bracco

Bruker

Hitachi Medical Systems

**Toshiba Medical Systems** 

UIH

## **Associate Corporate Members:**

Nova Medical, Inc. ZMT Zurich MedTech AG

For more information about the benefits of being a corporate member, contact Roberta A. Kravitz, Executive Director, E: roberta@ismrm.org or T: +1 510 841 1899 Page 11

## MARKETING OPPORTUNITIES

#### Page 12

## Maximize Your Exposure

We are pleased to provide an abundance of marketing and promotional opportunities. Subsidizing any item entitles your company to be acknowledged on the meeting website and in print publications as an official supporter along with acknowledgment on signage during the Annual Meeting. Through your participation, you have a prime opportunity to draw this qualified, captured audience to your booth. The rest is up to you, so please participate and allow us to show you what marketing opportunities can do for you!

## Opening Reception

Maximize your exposure at one of ISMRM's best networking events. Support this reception exclusively and attendees will see your logo everywhere!—on drink tickets, cups, napkins, along with signage at the entrance and throughout the exhibition hall. Thousands of clinicians, scientists and technologists from all over the world are ready to network at our much-anticipated, kick-off Opening Reception. Be the host and the talk of the meeting!

## Closing Party

Encourage final connections at the world's premier meeting in the MR global community. Spotlight your company as a sole supporter of our Closing Party.

#### Pens

Place your company's name in the hands and pockets of all our attendees! We hand out over 6000 pens every year. Support this popular item and enjoy take-home exposure!

## Advertisement in the Guide to the Technical & Poster Exhibition

Get the attention of 6000<sup>+</sup> meeting attendees with your advertisement in our full-color Guide to the Technical & Poster Exhibition. Full-color, full page and half page spaces are available.

## E-Mail Stations

These e-mail stations will have your company's branding on constant display for all attendees to view. Computer screens at each station display your message daily.

## Refreshment Concessions

Place your company's brand in front of an appreciative audience! Meeting attendees consistently report their preference for easy access to coffee, tea and soda. Sponsor as many refreshment breaks as you desire or even a continental breakfast. Concession opportunities are also available in the Speaker Ready Room.

ALL MARKETING OPPORTUNITIES ARE AVAILABLE ON A FIRST-COME, FIRST-SERVED BASIS

## MORE MARKETING OPPORTUNITIES

## Choose One or More Opportunities!

## Speaker Ready Room

Receive distinguished coverage and be seen in a highly trafficked area where over 1200 industry leaders upload their presentations and visit many times throughout the week.

## Product Display Bar

Display your brochures and literature within easy reach of attendees. The staffed ISMRM Resource Center's Product Display Bar is an effective replacement of the convention bag insert and a much greener choice too! Limited spaces are available.

### Electronic/Digital Signage Advertisements

Visibility—Imagine your digital ad in queue all day long on plasma screens at the convention centre; you just can't beat this type of coverage!

## Wireless Internet Support

Receive recognition for what will surely be one of the meeting's most utilized services. Be the sole supporter of the Annual Meeting Wireless service and watch your message/logo pop up on every mobile device in the convention centre!

#### Program-At-A-Glance Booklets

Keep your company's logo and a small ad close at hand with every attendee! The widely-used ISMRM Annual Meeting Program-At-A-Glance is pocket-sized and also fits into our badge holders. It is a wellused, quick reference for all attendees.

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## Banners in Approved Locations

Reinforce your company's brand in front of thousands of potential customers with your banner positioned in a strategic location at the convention centre.

## Sponsor the ISMRM Mobile App!

The Annual Meeting Mobile App is used by over 75% of our meeting attendees. Your logo will appear upon launch. You can also include promotional content and/or a link to your website.

MAKE THE MOST OF YOUR EXHIBITION EXPERIENCE AND MARKET YOUR COMPANY!

## EVEN MORE MARKETING OPPORTUNITIES!



## Your Great Ideas!

Tell us what support opportunities will maximize your company's success at the ISMRM Annual Meeting & Exhibition in Singapore! We are at your service!

Please note that all marketing ideas are subject to approval by the ISMRM.

## YOU CAN'T BEAT THIS TYPE OF COVERAGE! YOUR INVESTMENT WILL BE RETURNED TO YOU!

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#### **Exhibitor** Testimonial

BIOPAC would like to thank ISMRM for organizing such a well-run meeting. We regard the Annual Meeting as a wonderful opportunity to spend quality time with our customers and to learn more about their application requirements. The conference is always regarded highly by our team because of the great exposure it provides us.

—BIOPAC Systems, Inc.

HOW TO CONTRACT FOR TECHNICAL EXHIBIT SPACE

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## C njoy Competitive Pricing on Exhibit Space

Contracts for exhibit space will not be processed without the following:

- (1) A sketch or plan of the exhibit space if space ordered exceeds nine square meters;
- (2) A description of all products or equipment to be displayed within the exhibit space (brochures are acceptable);
- (3) A certificate or proof of insurance verifying commercial liability coverage for this event with the ISMRM named as an additional insured, valid through the dates of the show; and
- (4) Payment: Full payment of the total rental cost to be submitted by Friday, 04 December 2015. Only US funds will be accepted. No space will be assigned or finalized until all contractual conditions are met and full payment is received.

#### TECHNICAL EXHIBIT SPACE RENTAL RATES

### PLEASE FAX CONTRACT TO: 510 841 2340 or EMAIL TO: melisa@ismrm.org

Exhibit-Space Category	Cost
Standard Rate* (if Paid by Friday, 04 December 2015)	US\$425.00 per square meter
Publisher Rate**	US\$325.00 per square meter
Corner Rate***	US\$200.00 additional per corner

- \* Please Note that contract deadline for priority booth assignments is Friday, 04 December 2015. Any contract received after the early bird date will be subject to a US\$200.00 late fee.
- \*\* Publisher rate applies to book sellers and publishers of journals as the primary line of business. To qualify for the recruiter rate, your company's only purpose on the floor must be recruitment.
- \*\*\* Minimal corner space is available and will be granted on a first-come, first-served basis if booth is paid in full by Friday, 04 December 2015.

## Don't delay; reserve your space today!



## 24<sup>th</sup> Annual Meeting & Exhibition • 07–13 May 2016 www.ismrm.org • info@ismrm.org S I N G A P O R E

For ISMRM	Use	Only:
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Date Received:	
ID No.:	
Order No.:	
Total Points:	

#### **CONTRACT FOR EXHIBIT SPACE**

Technical Exhibition Dates: 08-12 May, 2016; Priority Placement Deadline: Friday, 04 December 2015

1. Exhibitor Publication Information: To be published in the ISMRM Exhibition Guide.

COMPANY	TELEPH	ONE	FAX		
ADDRESS	TOLL-FF	EE TELEPHONE	EMAIL	CONTACT ADDRESS	
CITY	STATE/PROVINCE	ZIP/POSTAL CODE	COUNTRY	WEBSITE	
2. Mailing Address	S: All printed ISMRM	exhibit-related mater	rials will be mailed to the Offic	cial Representative at this address.	
COMPANY					
ADDRESS (No P.O. Box)					
CITY		STATE/PROVINCE	ZIP/POSTAL CODE	COUNTRY	
Both Representatives wil (1) OFFICIAL REPRESENTATIV		TITLE	TELEPHONE (if different from abo	ve) E-MAIL ADDRESS	
(2)					
ADDITIONAL REPRESENT	ATIVE	TITLE	TELEPHONE (if different from abo	ve) E-MAIL ADDRESS	
We will be emailing upo Exhibitor Updates:	lates frequently. Plea	ase clearly list the a	dditional email addresses o	of those you wish to include on the	2016
E-MAIL ADDRESS			E-MAIL ADDRESS		
4. Booth Preferen	Ces: The following in	nformation will be use	ed only as a guideline in assig	gning your exhibit space.	
Indicate preferred boot (Please note these are		bers)	We do not wish	to be located near the following comp	panies:
1)			1)		
2)			2)		
3)			3)		
5. Organization De		eck one box describi	ng the organization's focus:		
Publisher		Healthcare Syst	iem 🗆	Association (Non-Profit)	
Medical equipment		Clinical Trials		Pharmaceutical	
Diagnostic & Testing		Recruiter		Other	

6. Booth Order Early Bird Rates:	and the second		
Standard rate = US\$425/sq. m Send in your contract by Friday, 04 Decer	1		
*To qualify for the publisher rate, the company's primary busines	s must be publishing printed and	/or electronic journals, books, and/or magazine	
a) In-line Booth: m X (A minimum order of 3 m x 3 m required)	m X	US\$425 = US\$	
b) Island Booth: m X (A minimum order of 6 m x 6 m required. Four corners requi	ired) m X	US\$425 = US\$	
c) Publisher Row Booth: m X (A minimum order of 3 m x 3 m required)	m X	US\$325 = US\$	
*To qualify for the publisher row rate, the company's primary and/ or magazines.	y business must be publishing	g printed and/or electronic journals, books	
d) Recruitment Row Booth: m X (A minimum order of 3 m x 3 m required)	m X	US\$325 = US\$	
*To qualify for the recruiter row rate, your company's only p	urpose on the floor must be re	cruitment.	
e) Number of corners requested (granted on first-come, fil	rst-served basis): co	orner(s) X US\$200 = US\$	
f) If this order is being processed after Friday, 04 Decemb	per 2015, please apply a late	fee of US\$200 = US\$	
	Total Space Rental US\$ _		
<ul> <li>7. Support Opportunities- Stand Out In the Crocorporate Member Level Packages:</li> <li>If you are interested in Gold, Silver, Bronze or Associate Content and you will be contacted:</li> <li>8. Payment Information: Check, charge or wire transference of the standard standar</li></ul>	Corporate Levels of ISMRM N		
Check (in US\$ only): Make checks payable to: International So		,	
Payment: 100% payment (full payment due Friday, 04 D	ecember 2015) = US\$		
Credit Card: Please charge fees to my O Visa		O AMEX	
Card Number		Expiration Date	
Cardholder Name	Billing Street Address		
City State/Province	Zip Code/Postal code	Country	
	Signature		

is subject to the terms and conditions of the 2016 lease agreement for exhibit space between the Suntec Singapore Convention & Exhibition Centre and the ISMRM.

Please note that contracts received without full payment will not be processed until such time when full payment has been received. This Contract will be considered complete only when the following are received by Friday, 04 December 2015 by the ISMRM:

Full Payment:	$\ensuremath{\bigcirc}$ Included here	or	0	Will be sent by Friday, 04 December 2015			
Description of materials to be displayed:	$\ensuremath{\bigcirc}$ Included here	or	0	Will be sent by Friday, 04 December 2015			
Company Profile for Guide to the Exhibition:	$\ensuremath{\bigcirc}$ Included here	or	0	Will be sent by Friday, 05 February 2016			
Floor Plan (if booth exceeds 9 sq. meters):	$\ensuremath{\bigcirc}$ Included here	or	0	Will be sent by Friday, 12 February 2016			
Proof of Insurance:	$^{\bigcirc}$ Included here	or	0	Will be sent by Friday, 26 February 2016			
The undersigned shall have the authority to act on behalf of the Exhibiting Company in all negotiations:							

## WHAT TO EXPECT AFTER YOUR CONTRACT IS SIGNED

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## Designate Your Exhibitor Representatives

The signer of the Contract for Exhibit Space, or the designee, shall be the Official Representative of the exhibiting company and shall have the authority to act on behalf of the company in all negotiations and to certify representatives. The Official Representative will receive all printed and electronic ISMRM Exhibition materials including the service kit, as well as badges and vouchers on-site. The Official Representative may designate an Additional Representative to coordinate responsibilities if the Official Representative is unavailable. Both Representatives will receive regular email updates from the ISMRM.

## Your Company Profile is Publicized

Exhibitors are required to provide a 200-word company profile to our Meetings Coordinator (melisa@ismrm.org) detailing their products and/or services to be published in the 2016 Guide to the Technical & Poster Exhibition distributed to all meeting attendees. Only one profile per booth is permitted without incurring additional costs. The deadline for turning in your company profile is Friday, 05 February 2016. Please send your profile only by email to Melisa Martinez, Meetings Coordinator: melisa@ismrm.org. Forms and further information will be provided in the Exhibitor Services Kit to be released on Friday, 22 January 2016.

### PLEASE NOTE:

Listing in the 2016 Guide to the Technical & Poster Exhibition is available only to exhibitors whose full payment has been received.

## An Online Exhibitor Service Kit is Provided

The ISMRM Exhibitor Service Kit will be made available online on Friday, 22 January 2016 to exhibiting companies whose full payment has been received. The service kit contains a complete set of downloadable service forms.

### Pre-Meeting Registration Reports

The ISMRM will provide you with a preregistration list of all attendees four weeks prior to our Annual Meeting and will allow for a one time contact.

> DEADLINE FOR YOUR COMPANY PROFILE: FRIDAY, 05 FEBRUARY 2016

## **EXHIBITION RULES & REGULATIONS** Page 1 of 3

## lease Read These Important Exhibition Regulations

### Liability, Insurance and Security

Each exhibitor must make provisions for safeguarding its goods, materials, equipment and display at all times. General over-

all quard service will be provided by ISMRM for the exhibition period, but neither the guard service nor ISMRM will be responsible for loss of or damage to any property for any cause. All space occupied by an exhibitor must be surrendered by it in the same condition as it was at the commencement of occupation.

ISMRM, its officers, directors, agents and employees, shall not be liable for and are hereby released from

Your contract includes understanding of the following rules and regulations. Please read them carefully and call us if you have questions. We are here to help you enjoy maximum safety and security as an exhibitor.

fully responsible for any such injury, loss or damage except as otherwise provided in the Lease Agreement between ISMRM and the Suntec Singapore Convention Centre, and the exhibitor shall protect,

> indemnify, hold harmless and defend ISMRM, its officers, directors, agents and employees, against all such claims, liabilities, losses, damages and expenses, including reasonable attorney fees and costs of litigation, provided that the foregoing shall not apply to injury, loss or damage caused by or resulting from the negligence of ISMRM, its officers, directors, agents or employees. Each exhibitor shall maintain, entirely at its expense, general public

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any claims, liabilities, losses, damages or expenses relating to or arising out of any injury to any personnel of exhibitor or to any other person for any loss of or damage to any property of exhibitor or any other property where such injury, loss or damage is incident to, arises out of, or is in any way connected with exhibitor's participation in the exhibition, and the exhibitor shall be liability insurance against claims for bodily injury, death or property damage incident to, arising out of, or in any way connected with the exhibitor's participation in the exhibition, to the limit of not less than one million dollars (US\$1,000,000) for bodily injury, death or property damage in any one occurrence. Such insurance maintained by the exhibitor shall include coverage

## EXHIBITION RULES & REGULATIONS Page 2 of 3

Please Read These Important Exhibition Regulations

of the indemnification obligations of the exhibitor under these rules and regulations and shall cover ISMRM as an additional named insured.

At the time the Contract is submitted, the exhibitor shall furnish to ISMRM a certificate evidencing the insurance required by these rules and regulations to be maintained by the exhibitor. That certificate, or the related policy, must provide, to the extent obtainable, that the policy may not be canceled without at least ten (10) days' prior written notice by mail to ISMRM by the insurance company. Each exhibitor acknowledges that it is responsible for obtaining, for its protection and entirely at its expense, such property insurance for its exhibit and display materials as the exhibitor deems appropriate. Any policy providing such property insurance must contain an express waiver by the exhibitor's insurance company of any right of subrogation as to any claims against ISMRM, its officers, directors, agents or employees. In the event any part of the exhibit hall is destroyed or damaged so as to prevent ISMRM from permitting an exhibitor to occupy assigned space during any part or the whole of the exhibition period, or in the event occupation of assigned space during any part or whole of the exhibition period is prevented by strikes, Acts of God, national emergency or other cause beyond the control of ISMRM, then the

exhibitor will be charged for the space during the period it was or could have been occupied by the exhibitor; and the exhibitor hereby waives any claim against ISMRM, its officers, directors, agents, or employees, for losses or damages which may arise in consequence of such inability to occupy assigned space, its sole claim against ISMRM being a refund of the rent paid for the period it was prevented from using the space.

### **Special Regulations**

No part of any exhibit, or signs relating thereto, shall be posted, nailed or otherwise attached to columns, walls, floors or other parts of the building or its furniture in any way to deface same. Damage arising from failure to observe these rules shall be payable by the exhibitor. Operational equipment, audio-visual presentations and other sound and attention getting devices and effects may not create noise levels objectionable to neighboring exhibitors. Product and service demonstrations are to be straightforward and professional and must avoid the use of theatrical gimmicks. All activities of each exhibitor must be confined to the exhibitor's allotted space. The exhibitor must, at his/her expense, maintain and keep their exhibit and the space for which they have contracted in clean and good order. Distribution of handout items such as plastic bags or token gifts is permissible upon approval from the

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# EXHIBITION RULES & REGULATIONS Page 3 of 3

Please Read These Important Exhibition Regulations

Executive Director of ISMRM. Requests to distribute handout items must be submitted in writing to the Executive Director and/ or the Director of Meetings along with a sample, photograph or written description of each item. It is the responsibility of the exhibitor to seek prior approval for any handout items that may be considered questionable; without such prior approval, the exhibitor may be penalized priority points.

Exhibitors are allowed to photograph, videotape or mechanically record their company's booth for exhibitor personnel during regular floor access hours without the use of electrical lighting; this includes setup and dismantling hours. Media photographing, videotaping or mechanically recording on the exhibit floor is permitted only with prior permission. Permission requests for media coverage must be submitted in writing to the Executive Director and/or Director of Meetings at least thirty (30) days prior to move-in. All construction material must conform to local codes. Table drapes, textile or paper displays, back wall drapes and any decoration must be flame-proofed. All exhibits and materials are subject to inspection by the local Fire Marshal.

**IMPORTANT:** Please review the complete Fire Regulations for Exhibitors located in the Exhibitor Service Kit. In some instances, ISMRM, the Suntec Singapore Convention Centre and the Fire Safety and Shelter Department (FSSD) MUST approve aspects of your booth in advance. Please contact Patti McDowell with Freeman, by email at patti.mcdowell@freemanco.com if you have any questions regarding required documentation. Violation of any of these rules by the exhibitor or its employees or agents shall, at the option of ISMRM, forfeit the exhibitor's rights to occupy space, and such exhibitor shall forfeit to ISMRM all monies paid or due. Acceptance of Regulations If no contact is made with the ISMRM office about these rules and regulations, their acceptance is assumed and confirmed by their signature on the contract for exhibit space.

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#### Acceptance of Regulations

All matters and questions not covered by these regulations are subject to the decision of ISMRM Executive Director, Roberta A. Kravitz, and/or Patti McDowell at Freeman.

> PLEASE REVIEW THE COMPLETE FIRE & SAFETY REGULATIONS IN THE EXHIBITOR SERVICE KIT

For assistance, please call +1 510 841 1899 or email info@ismrm.org

## PRIORITY POINTS & BOOTH ASSIGNMENT



#### **Maximum Priority Points**

Submit your Contract for Exhibit Space by Friday, 04 December 2015, in order to receive the maximum priority points possible.

#### Space Assignments

Announcement of exhibit space placements will be made on Friday, 22 January 2016. As in past years, the Society will be awarding priority placement points. Exhibitor preferences will be honored according to the exhibiting company's earned priority points, which are determined by the date the contract is received, as well as payment status, booth size, corner requests, history with the ISMRM and corporate membership status; however, ISMRM reserves the right to allocate space on any other basis it deems appropriate. *Priority points will be awarded on the following criteria:* 

#### **Date Points**

A maximum of 60 date points may be earned by returning the application and full payment on or before Friday, 04 December 2015. Each day thereafter, two points per day will be subtracted until all date points have been exhausted.

#### **History Points**

Four seniority points are awarded for each consecutive year a company exhibits beginning with March 1994. If a company exhibited twice in 1994, they will receive an additional two points. Three points are awarded for each year exhibited non-consecutively from 1994 to 2015.

#### **Corporate Members**

ISMRM Corporate Members earn additional points by being Corporate Members. Current year Gold Corporate Members will receive five points, Silver Corporate Members will receive three points, Bronze Corporate Members two points and Associate Corporate Members one point. All Corporate Members are rotated on an annual basis to ensure fair placement on the exhibit floor within their corporate membership category.

Corporate Member booth placement also depends upon preferences, booth size and overall configuration of the final floor plan; however, ISMRM reserves the right to allocate space on any other basis it deems appropriate.

#### **Cancellation Policy**

Cancellation of exhibit space must be made in writing on or before: Friday, 22 January 2016, for a full refund (minus a US\$100 administration fee) of monies paid. If space is canceled after Friday, 22 January 2016, there will be no refund, and ISMRM will retain as liquidated damages all monies paid.

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## BOOTH SPACE DESIGN OPTIONS

Suntec Singapore Convention & Exhibition Centre 1 Raffles Boulevard, Suntec City Singapore

#### **Booth Space Design Options**

In an effort to create a balanced exhibit floor, all exhibits will be positioned strategically throughout the floor plan. In fairness to all participating companies, no company shall be granted the primary location nearest the entrance for consecutive years. The ISMRM reserves the right to rearrange the floor plan at any time, for any reason. The ISMRM also reserves the right to relocate any exhibitors should it become necessary for causes beyond the control of the ISMRM, or advisable in the best judgment of the ISMRM. The signing of the contract constitutes full agreement with these assignment policies and procedures.

Please note that the final floor plan will be different from the preliminary floor plan shown in the Prospectus for the purpose of booth selection. The ISMRM redraws its floor plan yearly based on the requests and needs of exhibitors, rather than requiring exhibitors to fit into an existing model. The ISMRM reserves all rights to draw a floor plan that best meets its show requirements, but will do all possible to accommodate exhibitors' requests as submitted on the contract for booth space.

### **Preliminary Floor Plan**

The ISMRM 24<sup>th</sup> Annual Meeting & Exhibition will be held at the Suntec Singapore Convention & Exhibition Centre, 07–13 May 2016.

The Technical Exhibition, Poster Exhibition and Electronic Poster Hall will be located on the fourth level of the Suntec Singapore Convention & Exhibition Centre and again, intertwined. When you enter the Technical Exhibition Hall, you are entering a hall that will incorporate traditional posters, exhibition booths and electronic posters crisscrossing the hall.

Our rules and regulations have been created to give each exhibitor the most effective use of rented space. Space dimensions shown on floor plans are from center line of booth equipment, such as side rails and/ or back drape. Exhibit structures must be constructed to allow sufficient tolerance on each side for this equipment and for utility service at the rear of the booth. ISMRM will provide aisle carpet only. Booth carpet is mandatory and is the responsibility of each exhibitor.



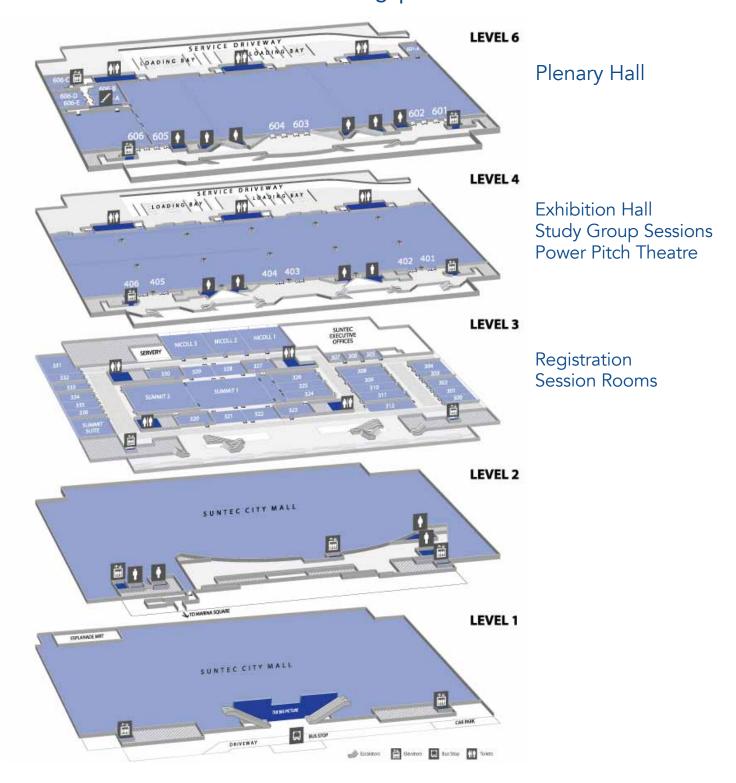
PLEASE NOTE! Important changes in the floor plan are stated and described in the next paragraphs.

OUR STRATEGIC FLOOR PLAN IS DESIGNED FOR YOUR SUCCESS!

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## SUNTEC SINGAPORE CONVENTION & EXHIBITION CENTRE OVERVIEW

Suntec Singapore Convention & Exhibition Centre 1 Raffles Boulevard, Suntec City Singapore Page 24



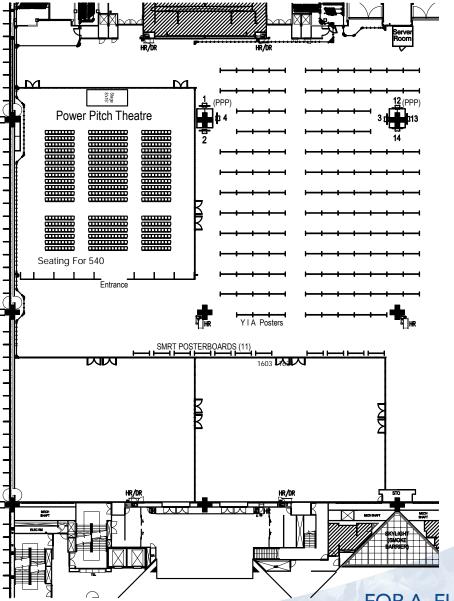
For assistance, please call +1 510 841 1899 or email info@ismrm.org

## BOOTH SPACE & FLOOR PLAN Page 1 of 2

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## TRADITIONAL POSTER HALL SUNTEC SINGAPORE CONVENTION & EXHIBITION CENTRE

The floor plan has been enlarged and is presented here in two sections so that you can clearly see your options for possible floor selection. The dotted areas in between the exhibit spaces are our "e-posters." For a full picture of the floor, including all e-poster and traditional poster placement, please visit www.ismrm.org/16/tech.



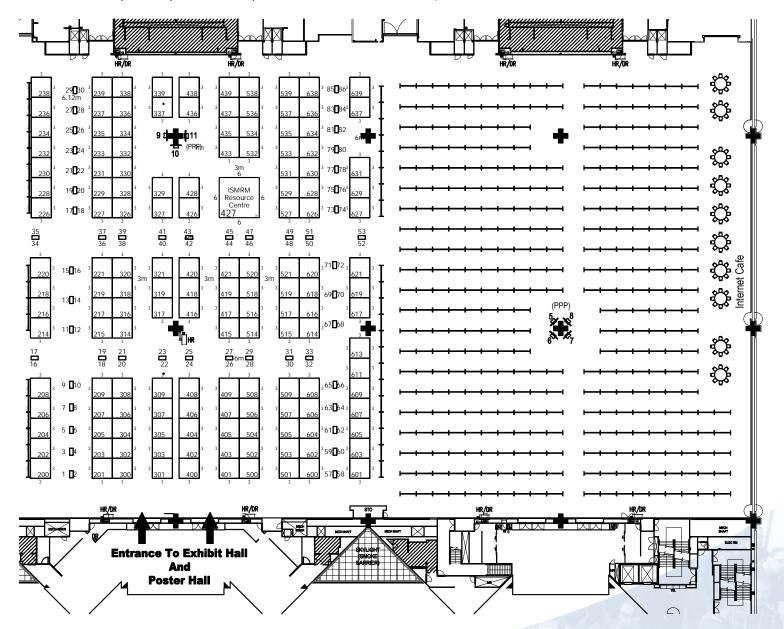
FOR A FULL-SIZE VIEW OF THE FLOOR PLAN, VISIT www.ismrm.org/16/tech

## BOOTH SPACE & FLOOR PLAN Page 2 of 2

Page 26

## TRADITIONAL POSTER HALL SUNTEC SINGAPORE CONVENTION & EXHIBITION CENTRE

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FOR A FULL-SIZE VIEW OF THE FLOOR PLAN, VISIT www.ismrm.org/16/tech

## BOOTH SCHEMATIC OPTIONS

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## Choose the Booth that Meets Your Exhibition Needs

### **In-Line Booths**

An In-line Booth is one or more standard booth units in a straight line, and are enclosed on three sides with the opening to the aisle. Booths at the ends of each aisle (corner booths) will be open on two sides. The standard booth size is 3 meters x 3 meters ( $10' \times 10'$ ). The maximum height for all booth contents is 2.5 meters (8'). Each booth will be built using a hard wall system comprised of aluminum metal structure with white PVC insert panels.

#### **Peninsula Booths**

Peninsula Booths are 6 meters x 3 meters ( $20' \times 10'$ ) and have aisles on three sides. Except for the back wall, no other solid wall areas are allowed on the external boundaries of the booth. The maximum height of the back wall facing the neighboring booth is 3 meters (10'). All components of the booth must be placed below this height. Any booth above 2.5 meters (8') in height must be finished on the back up to 3 meters (10').

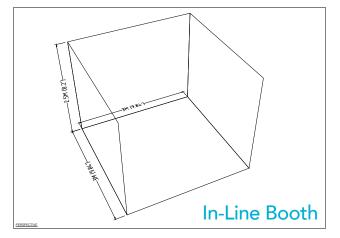
No structure is provided for peninsula booths, exhibitors must provide their own back walls.

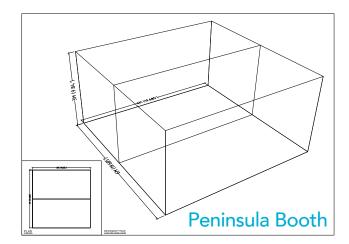
### **Island Booths**

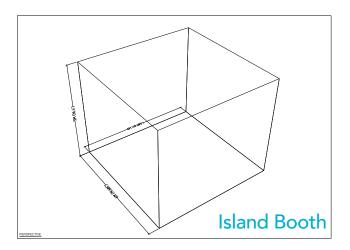
An Island Booth is any space exposed to the aisles on all four sides. All island booths (regardless of size) should allow 20% visibility on all sides. Examples:

- 6 meter x 6 meter (20' x 20') Island: Each side of the booth must have visibility for a minimum of 1.22 meters (4').
- 9 meter x 12 meter (30' x 40') Island: Each 9 meter (30') side of the booth must have visibility for a minimum of 1.83 meters (6'). Each 12 meter (40') side of the booth must have visibility for a minimum of 2.44 meters (8').

No full solid walls are allowed on the external boundaries (aisles) of the booth space. Exhibitors may use clear acrylic or similar material to create a wall that will allow for line of sight from one booth to the next. The maximum height for any Island booth space is 5 meters (16') based on written approval from an ISMRM representative or Patti McDowell/Freeman.







#### Note:

- Any booth larger than 6 meters x 3 meters (10' x 20') in size must provide detailed, scaled drawings with dimensions.
- All exhibitors must provide suitable floor covering for their entire exhibit space.

## EXHIBITOR REGISTRATION

## Important Information for Exhibition Registration

While pre-registration is important in assisting us to serve you more effectively, the ISMRM staff look forward to the opportunity to once again connect with you face-to-face in Singapore. Stop by the on-site registration counter with any questions or concerns, to pick up your badges, or simply to say, Hello!

### **Exhibitor Badges**

Exhibitor badge ordering information will be available in the ISMRM Exhibitor Service Kit. Completed registrations for exhibitor badges are due to the ISMRM Meetings Department (melisa@ismrm.org) by Friday, 11 March 2016. Exhibitor badges will not be mailed and will only be available for on-site pick-up at the exhibitor counter beginning at 14:00 hours, Friday, 06 May 2016. Each 9 square metered booth will receive up to five (5) complimentary exhibitor badges. Required exhibitor personnel exceeding five (5) badges per 9 square meters are available for a fee of US\$30.00 per badge.

All Exhibitor Personnel will be responsible for picking up their own badge with photo identification. No other method will be employed. Exhibitors will not be allowed on the exhibition floor without an ISMRM Exhibitor Badge. Anyone not pre-registered by Friday, 11 March 2016 will not receive a badge and must register on-site beginning at 14:00 on Friday, 06 May 2016 at a cost of US\$30.00 per badge.

## Complimentary Meeting Registration

Exhibiting companies will receive one complimentary registration, (1) 7-Day meeting badge, for each 9 square meters of space rented. The official company representative will submit the name and email of the complimentary registration recipients to the ISMRM Meetings Department (melisa@ismrm.org) no later than Friday, 11 March 2016. Once the attendee is registered, the ISMRM Annual Meeting badge will be held on-site at the exhibitor registration counter. The registrant may pick up their ISMRM Annual Meeting badge starting at 14:00 hours, Friday, 06 May 2016.

#### **Exhibitor Guest Vouchers**

Complimentary exhibitor guest vouchers may be given to your valuable customers and/or guests to allow one-day access to the Technical Exhibition to visit your booth. Please distribute your guest vouchers to individuals who would not normally qualify for general registration. The number of guest passes issued to an exhibiting company will be one (1) pass per day, per 9 square meters of rented space, with a maximum of five (5) guest passes per day. Only the official representative may pick up all Exhibitor Guest Vouchers beginning at 14:00 hours, Friday, 06 May 2016 at the Exhibitor Counter for distribution.

Detailed information on how to obtain these badges and vouchers will be included in the Exhibitor Service Kit.

SEND YOUR EXHIBITOR BADGE REGISTRATION FORMS TO: MELISA@ISMRM.ORG OR FAX: +1 510 841 2340



## EXHIBITION SCHEDULE 2016

Page 29

## Designed for Maximum Lead Generation

#### 07 May 08 May 09 May 10 May 13:00-17:00 ISMRM By Appointment Only 08:00-12:00 only Freight х х х х х х Move-in Installation 12:00-23:59 08:00-22:00 07:00-14:00 х х Х Х Х of Exhibits If materials have arrived but installation of any exhibit has not started by 14:00 hours Sunday, 08 May 2016, and no special arrangements have been made, the Executive Director of ISMRM may order the exhibition to be All exhibits removed from the show floor and placed in storage, and the exhibitor will must be х х х fully operabe billed for all costs incurred. Any exhibit space not set up by 14:00 hours tional on Sunday, 08 May 2016, for which no special arrangements have been made, may be resold or reassigned by the ISMRM without obligation on the part of ISMRM for any refund. No exceptions. Exhibitor х 14:00-20:00 06:30-18:00 07:30-18:00 06:30-18:30 06:30-18:00 06:30-18:00 06:30-18:00 Registration 17:45-19:15 Exhibition Opening 10:00-17:00 09:30-17:00 09:30-17:00 09:30-16:30 х х х Days Reception Poster Poster 07:00-20:30 Installation: 07:00-20:30 07:00-20:30 07:00-16:30 х Х х Hours 07:00-14:00 Dismantle of an exhibit prior to 16:30 hours on Thursday, 12 May 2016 is not permitted. Any company violating this regulation will forfeit priority points, which will affect floor Poster Move-Out/ space assignments for future meetings. All exhibitors will Dismantle х х Х Dismantle begin dismantle at 16:30 hours, Thursday, 12 May 2016. All 16:30-18:00 display materials must be packed for carrier pick up not later than 22:00 hours, Thursday, 12 May 2016.

## **ISMRM Exhibition Hall Hours of Operation**

# CONTRACTORS & LABOR RATES

Page 30



#### **Contractor Services**

ISMRM will designate contractors, as named in the Exhibitor Service Kit, to provide buildup and dismantling services to exhibitors. Such contractors will provide all show services other than supervision.

The exhibitor shall provide only the material and equipment that it owns and that is to be used in the exhibit space. All other items used in the booths are to be provided only by such contractors. The official freight contractor will have complete control of all dock and loading facilities. The freight contractor will receive all shipments and van loads, handle all freight, and provide all rigging, labor and equipment relating to freight handling. Internet, electrical, plumbing, catering and telephone services, etc. can be ordered by using the forms in the Exhibitor Service Kit.

## **Exhibitor Service Kit**

If an exhibitor wishes to use a labor contractor other than the official Labor Contractor, the exhibitor must submit the Exhibitor Appointed Contractor (EAC) Forms to the ISMRM by Friday, 11 March 2016. At the same time as this form is submitted, the exhibitor must also provide ISMRM with certificates of insurance for all agents or representatives who are performing services at the Suntec Singapore Convention Centre site other than the exhibitor's employees. These agents or representatives, as well as all employees, must be identified by the official ISMRM badge prior to entering the exhibition hall. Please email EAC forms and certificates of insurance to Melisa Martinez at: melisa@ismrm.org.

### Labor Rates and Services

Detailed information regarding work rules for all trades operating at the Suntec Singapore Convention Centre site will be provided in the Exhibitor Service Kit. Labor rates will be announced in the Service Kit; all rates will be listed in either Singapore and/ or United States dollars. Rates subject to change; local and government taxes are not included.

> FINAL LABOR RATES WILL BE PUBLISHED IN THE EXHIBITOR SERVICE KIT

# QUALITY HOUSING



Many hotels offering a range of quality, rates, and amenities have been reserved by the Society for the meeting in Singapore. Convention Housing Management (CHM) has been appointed to coordinate all hotel reservations for ISMRM attendees and exhibitors. In order to receive the special convention rate, attendees and exhibitors must make their reservations through the official housing bureau, CHM.

More detailed information on the various hotels and the hotel reservation form will be made available online through the ISMRM registration website. Do not contact the hotels directly in Singapore as reservations are to be made only through the official housing bureau, CHM. Official Society hotels will not honor direct requests for hotel rooms at the special convention rates.

## Important Exhibitor Housing Note:

Exhibitors are expected to secure their accommodations through CHM as part of their alliance with the ISMRM. Exhibitors who book outside the ISMRM Housing Block will be subject to loss of full priority points. This housing policy is applicable to national and international exhibitors who may or may not have their own internal travel booking agencies.

## HOUSING DEADLINE: MONDAY, 21 MARCH: FOR RESERVATIONS, VISIT: https://chmcloud.com/site.html#/block/852WFE

#### **Exhibitor** Testimonial

Page 31

"The Skope booth at ISMRM proved to be popular and was a busy place throughout the exhibition period. I was privy to exciting conversations, met many new and familiar faces and gathered a huge pile of interesting leads." —Skope Magnetic Resonance Technologies



## **BOOKING YOUR OWN CONFERENCE TRAVEL IS** EASY AS ABC

Straphiston 44

Quea

MADRID

**TADE** 

BERLIN

BOOFNOM

BOBOTS

REAL PROPERTY

BEUNG

WITH THE GLOBAL ONLINE BOOKING TOOL FROM STAR ALLIANCE CONVENTIONS PLUS

No matter where you are travelling from, the Star Alliance™ network offers you a wide choice of flights to the ISMRM 24th Annual Meeting & Exhibition in Singapore.

And with over 18,500 flights a day to 1,330 destinations across 192 countries, our 28 member airlines extend the same choice to any future conferences you are planning to attend.

You can also save money when you book your flights. Simply quote the Convention Code SQ01S16 and you plus one travelling companion will receive a special discount. Better still, no matter which Star Alliance member airline's frequent flyer programme you belong to, you can earn and redeem miles across all 28 airlines.

For more information, or to join the airline network that offers you more choice wherever your conferences take you, simply go to www.staralliance.com/conventionsplus



AEGEAN AIR CANADA 🋞  **IIR CHINA** AIR NEW ZEALAND ANA ASIANA AIRLINES Austrian 🖊 Avianca 📞 A brussels airlines CopaAirlines 🚬 CROATIA AIRLINES EGYPTAIR® Ethiopian የሌትዮጵያ 🥖 LOT POLISH AIRLINES Lufthansa sus Scandinavian Airlines Shenzhen Airlines *蓁* SINGAPORE AIRLINES SOUTH AFRICAN AIRWAYS 😪 THAI TURKISH AIRLINES 🕖 UNITED 💹

ADRIA



## HOSPITALITY & MEETING ROOMS

Page 33

## Plan Ancillary Events Early for Best Results!

### **Meetings**

Meeting Rooms will not be available at the Suntec Singapore Convention & Exhibition Centre during the ISMRM Annual Meeting for exhibitor functions. All requests for meetings and social functions must be made through the ISMRM office in order to avoid conflicts with the official ISMRM program. In general, functions will not be permitted during the following days and hours:

- Sunday, 08 May 2016 Opening Reception 17:45–19:15
- Monday -Wednesday, 09 –11 May 2016 07:00–18:00
- Thursday, 12 May 2016 07:00–22:00
- Friday, 13 May 2016 08:00–12:30



For assistance, please call +1 510 841 1899 or email info@ismrm.org

## HOSPITALITY & MEETING ROOMS continued



All requests must be made in writing or submitted on the Function Space request form found in the Exhibitor Service Kit made available on Friday, 19 February 2016. Requests will be processed and confirmed on a firstcome, first-served basis. If you wish to reserve a parlor or a suite in the hotel for a hospitality function, this is considered part of a sleeping room reservation and must be requested on the hotel booking form found in the 2016 Exhibitor Service Kit.

All exhibitors will be required to inform ISMRM of all functions they are planning regardless of the location or arrangements. Failure to notify the ISMRM of ancillary events will result in the forfeit of priority points. Any shuttle service activities being planned on the grounds of the Suntec Singapore Convention Centre must absolutely be reported to the ISMRM Director of Meetings.

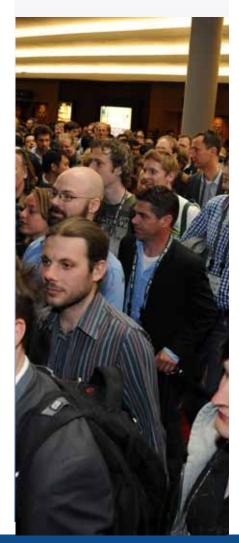
#### Food and Beverage Service

The ISMRM will make arrangements for daily coffee and cafeteria services inside the exhibition hall if space allows. The ISMRM will permit exhibitors to have food service within their exhibits. It is required that all food services within the exhibits be provided by the Suntec Singapore Convention & Exhibition Centre as catering services are exclusive to the Suntec Singapore Convention & Exhibition Centre. Catering order forms will be provided in the Exhibitor Service Kit. Exhibitors are encouraged to consider this option as an excellent additional approach to attracting booth traffic.

#### **Exhibitor** Testimonial

Page 34

"ISMRM is a great showcase for FEKO and the services we provide to the MRI and healthcare industry. It's an excellent networking opportunity with existing customers and prospective clients. The exhibition is extremely well organized." — EM Solutions





Meet our diverse, international MR community of over 6000 clinicians, physicists, engineers, biochemists and technologists from more than 70 countries around the world! This powerful society of MR professionals can become your captive audience through a Corporate Membership with ISMRM.

## ISMRM CORPORATE MEMBERSHIP

Enjoy brand exposure at its best: maximum coverage at our Annual Meeting to targeted positioning at one of our worldwide workshops and courses. ISMRM Corporate members access many effective avenues of promotion including customized platforms to meet specific marketing goals.

## FOR GROWTH & SUCCESS



SEE PAGE 11 FOR A LIST OF CURRENT ISMRM CORPORATE MEMBERS

# SINGAPORE FACTS & FIGURES: An Overview

Page 36

## Ingapore—Where the Old World Meets the New

Singapore is a vibrant modern city-state bridging the old world with the new. One of three surviving city states in the world, following Monaco and Vatican City, the Republic of Singapore has successfully become a leader in the global economy. **Modern Singapore has a highly developed economy and ranks as the second freest economy in the world.** 

Society in Singapore is cosmopolitan, multicultural and based on an ideology of racial and religious harmony. Singapore's residents are of Chinese, Malay, Indian and Eurasian descent. The official languages are English, Tamil, Malay and Standard Mandarin. The family is the basic unit of society and respect for the elders is of great importance. The group is regarded as more important than the individual and social hierarchy is more strictly observed than in the West, with respect and deference shown to older and more senior people.

Sanskrit for the Lion City, Singapore's civic history dates back to the second century AD originally belonging to a series of local empires. Modern Singapore was founded as a trading post for the East India Company by Sir Stramford Raffles in 1819.

# SINGAPORE FACTS & FIGURES: Economy

Page 37

## Gingapore— The Easiest Place to Do Business

Singapore has attracted major investments in pharmaceuticals and medical technology production and will continue efforts to strengthen its position as Southeast Asia's leading financial and high-tech hub. As a major port city situated at the center of heavily travelled sea-lanes, Singapore is a developed free market economy with commerce being its chief source of income. Along with Hong Kong, South Korea and Taiwan, Singapore is one of the original Four Asian Tigers, with Singapore surpassing its peers in terms of GDP. Unemployment is very low with the average work week of 45 hours. The economy depends heavily on exports, particularly of consumer electronics, information technology products, medical and optical devices, pharmaceuticals, business and financial services sectors.

Singapore has the world's third largest foreign exchange center, fourth largest financial center and is one of the top two busiest container ports in the world, only recently surpassed by Shanghai in 2014. The World Bank's Doing Business report has ranked Singapore the "easiest place to do business" for nine consecutive years. Its globalized and diversified economy depends heavily on trade, with manufacturing accounting for around 30 percent of Singapore's GDP in 2013. For the past decade, it has been the only Asian country with the top AAA rating from all major credit rating agencies, i.e. Standard & Poor's, Moody's and Fitch Ratings.

# SINGAPORE FACTS & FIGURES: Climate

Page 38

## Gingapore— A Tropical Paradise

Lying north of the equator and located between the Indian Ocean and the South China Sea, Singapore has a tropical rain-forest climate with uniformly hot, humid temperatures and rainfall throughout the year.

Average temperatures stay around 31° C (88° F) during the day with little seasonal variation, although it's slightly cooler in December and January, and hottest in April and May. Temperatures are unlikely to dip below 23° C (74° F) at night; the lowest temperature ever recorded was just over 19° C (66° F).

Singapore consists of 63 islands, including the main island, widely known as Singapore Island or Pulau Ujong in Malay. There are two man-made connections to Johor, Malaysia: the Johor–Singapore Causeway in the north and the Tuas Second Link in the west. Jurong Island, Pulau Tekong, Pulau Ubin and Sentosa are the largest of Singapore's smaller islands. The highest natural point is Bukit Timah Hill at 163.63 m (537 feet).

# SINGAPORE FACTS & FIGURES: Sustainability

## Gingapore— An Environmental Achiever

Ongoing land reclamation projects have increased Singapore's land area from 581.5 km2 (224.5 sq. miles) in the 1960s to 718.3 km2 (277.3 sq. miles) presently. The country is projected to grow by another 100 km2 (40 sq. miles) by 2030. Some projects involve merging smaller islands through land reclamation to form larger, more functional islands, as has been done with Jurong Island.

Nearly 10% of Singapore's land has been set aside for parks and nature reserves. The network of nature reserves, parks, park connectors, nature ways, tree-lined roads and other natural areas have enhanced the sense of green space in the city. This is a result of five decades of greening efforts, which began in 1963, when Prime Minister Lee Kuan Yew launched Singapore's first tree-planting campaign by planting a mempat tree. This initiative continued into the 1970s and 1980s under the Parks and Recreation Department, renamed the National Parks Board in July 1996. Due to these efforts, Singapore was ranked fourth in the 2014 Environmental Performance Index, which measures the effectiveness of state policies for environmental sustainability.

Page 39

# SINGAPORE FACTS & FIGURES: Culture

Page 40

## Ingapore— Rich in Culture & Cuisine!

Singapore offers a unique mix of culture, including a variety of cuisine, art and inviting venues to explore. Customs such as the Festival of Lights, Vesak Day celebrating Buddha's birthday and Hari Raya Haji, known to the Muslim world as Eid al-Adha, bring different ethnic groups together in Singapore highlighting the nation's rich cultural heritage. Singapore's people, largely descendants of immigrants from the Malay Peninsula, China, the Indian sub-continent and Sri Lanka, retain their traditional practices and religious customs.

A cultural melting pot, Singapore offers a variety of cuisine derived from Chinese, Malay and Indian identities. Influences from Sri Lanka, Thailand and the Middle East are present along with the more traditional Chinese, Malay and Indian cuisine. The fast paced environment of the working crowd lends itself easily to variety of street food dining. Hawker centres found throughout the city provide dishes such as Wanton Mee, Laksa, Dim Sum and Fried Carrot cake. The tree lined city offers a variety of outdoor space to be explored. Dotted throughout the city, Singapore offers local attractions such as the Botanic Gardens, Peranakan Museum, Chinatown Heritage Centre and the modern Singapore Flyer.

## IMPORTANT DATES & DEADLINES

	2015
04 December	<ul> <li>Early Bird Exhibit Rate Deadline!</li> <li>Contract for Exhibit Space due with full payment</li> <li>Description of materials to be displayed at booth</li> </ul>
	2016
22 January	<ul> <li>Exhibit floor placement announcement</li> <li>Exhibit space cancellation deadline</li> </ul>
29 January	• Online Exhibitor Service Kit made available to all exhibitors who have paid in full
05 February	<ul> <li>Company profile for Guide to Exhibition is due</li> </ul>
12 February	<ul> <li>Floor Plans due (exceeding 9 sq. meters) due to Freeman</li> <li>Reserve your space for advertisement in the Guide to Technical &amp; Poster Exhibition</li> </ul>
19 February	<ul> <li>All function space requests are due</li> </ul>
26 February	• Proof of commercial liability insurance is due
04 March	• Artwork for advertisement in the Guide to Technical & Poster Exhibition is due
11 March	<ul> <li>Exhibitor Badge Registration forms due</li> <li>Exhibitor Appointed Contractor (EAC) forms due to Freeman</li> </ul>
21 March	• Housing Deadline
01 April	• Make sure you have booked your air travel through Star Alliance (See page 32)
06 May	<ul><li>Exhibitor move-in</li><li>Registration opens on-site at 14:00</li></ul>
07–08 May	• SMRT 25 <sup>th</sup> Annual Meeting
07–13 May	• ISMRM 24 <sup>th</sup> Annual Meeting & Exhibition
08 May	Opening Reception
12 May	<ul><li>Closing Party</li><li>Exhibitor Dismantle, 16:30–23:59</li></ul>
13 May	<ul> <li>Meeting Adjourned, 12:30</li> </ul>

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December 2015										
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May 2016									
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